

CDM PROCEDURES	Health, Safety and Environment Management System
	Reliance House, Long Street, Dursley, Gloucestershire GL11 4LS
	Pre-Construction Information

**DOCUMENTATION RELATING TO THE
CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS
2015**

PROJECT TITLE

Demolition of a former office building and
construction of a public car park

At



**Reliance House
Long Street
Dursley
Gloucestershire
GL11 4LS**

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Part 3	Appendices
A	Copy of F10 Notification
B	CDM Competency Checklist
C	Client Specific Requirements and H&S Documentation
D	Drawings, Surveys and other Site Information
E	Draft programme (to follow)
F	Project Directory (to follow)

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<u>PART ONE - General Information</u>	
1	General note
1.01	<p><u>HSE Approved Code of Practice and Guidance:</u></p> <p>The Principal Contractor is recommended to follow the guidelines laid out in the HSC publication Managing Health & Safety in Construction, Approved Code of Practice and Guidance (L153; ISBN 978-0-71766626 3 available from www.hse.gov.uk), the Construction (Design and Management) Regulations 2015 and the demolition code of practice for full and partial demolition, BS6187: 2011.</p>
1.02	<p><u>Reference to other documents:</u></p> <p>This document has been written in accordance with the Construction (Design and Management) Regulations 2015 and is to be used by the prospective Principal Contractor as a means for them to develop systems in order to comply with their duties under the Regulations. This document should also be read in conjunction with the Contract Preliminaries, drawings, site and landlord information and other documents included within the tender packages.</p>
2	F10 Initial Project Notification
2.01	<p><u>F10 Initial Project Notification:</u></p> <p>The Health and Safety Executive will not notified of the project as the demolition and construction phase of the projects fall outside of the notification criteria.</p>
3	Pre-Qualification Test of Competence
3.01	<p><u>Competence:</u></p> <p>As part of the pre-qualification process the Contractor must describe the organisation and resources which the Contractor proposes to implement on the project to safeguard the health and safety of operatives, including those of sub contractors and of any other person, including the general public, who may be affected by the works.</p> <p>Only Contractors who have demonstrated their competence will be considered for the project.</p> <p>A copy of the completed Competence Checklist is included (<i>Appendix B</i>).</p> <p><u>Sub-Contractors:</u></p> <p>Sub-contractors and designers who are part of the Principal Contractor's team will also be required to complete a satisfactory Competency pre-qualification exercise. The Principal Contractor will be expected to undertake such competency checks and provide them on request to the Principal Designer.</p> <p>In addition the client requires Principal Contractors to comply with any client-specific requirements (<i>Appendix C</i>).</p>

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4	The Construction Phase Health and Safety Plan
4.01	<p><u>Construction Phase Health and Safety Plan:</u></p> <p>The Construction Phase Health and Safety Plan must include as an absolute minimum all the information listed in Appendix 3 of the Managing Health and Safety in Construction ACOP and Guidance.</p> <p>Suitable and sufficient Risk Assessments, Method Statements and Demolition Plan (including techniques, exclusion zones etc) must be produced by the Principal Contractor and approved prior to any works commencing onsite.</p> <p><i>The Principal Contractor will be expected to demonstrate through appropriate supervision, documentation and active monitoring regimes that the H&S precautions outlined within the Health and Safety Plan are being complied with.</i></p> <p><i>Please note the Client reserves the right to carry out unannounced H&S audits onsite to ensure that the Principal Contractor is managing H&S appropriately during the project. The Principal Contractor will be expected to accommodate such audits.</i></p>
4.02	<p><u>The Initial Construction Phase Health and Safety Plan:</u></p> <p>A copy of the Initial Construction Phase Health and Safety Plan, together with details of the proposed welfare facilities must be submitted to the Principal Designer at least 10 working days prior to works commencing on site.</p> <p>This document MUST include for the hazards identified to date by the Design Team.</p>

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5	The Health and Safety File
5.01	<p><u>Responsibility:</u></p> <p>The Principal Contractor will be responsible for obtaining all the information for inclusion in the Health and Safety File and submitting it to the Principal Designer.</p>
5.02	<p><u>Information:</u></p> <p>The information for the Health and Safety File shall be compliant with the requirements of L153 and shall include:</p> <ul style="list-style-type: none"> a. Brief description of the work carried out b. Any residual hazards which remain c. Key structural principles incorporated in the design d. Hazards associated with materials used e. Information relating to removal and dismantling of plant and equipment f. Information relating to equipment provided for maintenance or cleaning g. Nature, location and markings of significant services h. Record drawings, specification, operating manuals <p>The exact format and content will be agreed between the Principal Contractor and the Principal Designer to ensure that there is no conflict and to reduce duplication with other documentation the Principal Contractor is to provide (such as the O&M Manuals).</p>
5.03	<p><u>Format and Copies:</u></p> <p>One hard and one soft (on CD-ROMs) copies of the information shall be provided to the Principal Designer.</p>

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<u>PART TWO - Pre-Construction Information</u>	
1	Project Details
1a	Description of the Project
1.01	<p><u>Project Description:</u></p> <p>The former offices, Reliance House, is owned by Dursley Town Council and is to be demolished as part of a new development. Planning permission has been granted for the demolition of the existing structure and construction of a new public car park for the town.</p> <p>Please refer to supporting documentation. The project drawings, Employer's Requirements, Architect's Specification for more detailed description of works. (<i>Appendix D</i>)</p> <p><i>Refer to the Outline specification for details</i></p>
1.02	<p><u>Location:</u></p> <p>Reliance House, Long Street, Dursley, Gloucestershire GL11 4LS</p>
1.03	<p><u>Planned Commencement date:</u></p> <p>June 2018</p>
1.04	<p><u>Principal Contractor lead-in time (weeks):</u></p> <p>10 weeks</p>
1.05	<p>Will the structure be a workplace (Yes/ No) * (* delete as appropriate)</p>

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1b		Details of CDM Duty Holders for the Project	
1.06	<u>Name of Client:</u> Dursley Town Council Jacobs House Castle Street Dursley Gloucestershire GL11 4BS	Contact: John Kay Tel: 01453 547758 Email: rjwbsltd@virginmedia.com	
1.07	<u>Name of Principal Designer:</u> Outsource Safety Ltd Brewery Yard Paganhill Lane Stroud Gloucestershire GL5 4JW	Contact: Jason Garrens Tel: 01453 800107 Email: Jason.garrens@outsource-safety.co.uk	
1.08	Names of Design Team: Contract Administrator 4 Manor Park Business Centre Mackenzie Way Cheltenham Gloucestershire GL51 9TX	Contact: Andy Davis Tel: 01242 221805 Email: andydavis@adcms.co.uk	
1.09	Names of Design Team: Consulting Engineers Simpson Associates Consulting Engineers LLP Unit 10 Elmbridge Court Business Park Gloucester GL3 1JZ	Contact: Andrew De Croos Tel: 01452 309 727 Email: Andrew.de-croos@simpsoneng.com	
1.10	Names of Design Team: Street Lighting Candela Light Ltd. 319 Long Acre Nechells Birmingham B7 5JT	Contact: Gareth Hennessy Tel: 0121 678 6700 Email: Gareth.Hennessy@candela.co.uk	

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1.11	<p>Names of Design Team:</p> <p>Geo Environmental Consultant</p> <p>Enzygo Geoenvironmental Ltd. The Byre Woodend lane Cromhall Gloucestershire GL12 8AA</p>	<p>Contact: Steve Rhodes</p> <p>Tel: 01454 269237</p> <p>Email: steve.rhodes@enzygo.com</p>
1.12	<p>Other members of the design team may be appointed</p> <p>Please refer to the Project Directory (Appendix F)</p>	
1.10	<p><u>Health and Safety Executive (Local area office):</u></p> <p>Rivergate Bristol BS1 6EW</p>	
1.11	<p>Other Relevant Contacts:</p> <p>Please refer to Project Directory (Appendix F)</p> <p>Local Authority – Stroud District Council</p> <p>Ebley Mill Ebley Wharf Stroud GL5 4UB</p>	<p>Tel: 01453 766 321</p>
1.12	<p>Nearest Hospital with A&E Department:</p> <p>Gloucester Royal Hospital, Great Western Rd, Gloucester GL1 3NN</p>	<p>Tel: 0300 422 2222</p>

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1c	Existing Records and Plans	Tick when complete
1.13	<u>Extent of relevant existing records, plans, drawings:</u> Included within Appendix D.	

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2	Client Considerations and Management Requirements	
2a	Arrangements	Tick when complete
2.1	<p><u>Planning for and Managing the Work:</u></p> <p>The Principal Contractor will be expected to clearly define the mechanisms and procedures by which the works onsite will be managed, using the principles outlined within LG153 and HS(G) 65, 'Successful Health and Safety Management', the Construction (Design and Management) Regulations 2015 and the demolition code of practice for full and partial demolition, BS6187: 2011.</p>	
2.2	<p><u>Communication and liaison between client and others:</u></p> <p>To be achieved by regular project team meetings and formal instruction processes. Prior to commencing the works, the names, addresses, telephone numbers of key personnel are to be made available in the event of emergency out of hours communication.</p> <p>All contractors and operatives are to be provided by the Principal Contractor with information and training on health and safety and the risks associated with the works and details of emergency rules before they commence on site The Principal Contractor is to liaise with the Project Manager or Client Representative with respect of the emergency procedures and security arrangements relating to the external environment and on all matters that could affect the adjacent sites.</p>	
2.3	<p><u>Security of the site:</u></p> <p>The contractor shall ensure there is no trespass onto the site.</p> <p>At the end of each working day, all plant and materials are to be locked away and the site made secure and safe.</p>	
2.4	<p><u>Welfare Provision:</u></p> <p>No works will commence onsite without suitable and adequate welfare facilities provided and consideration given to their ongoing cleanliness and maintenance during the works.</p> <p>Welfare facilities are to comply with Schedule 2 of the Construction (Design & Management) Regulations 2015.</p> <p>The contractor is to provide suitable welfare facilities.</p>	

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2b	Requirements relating to Health and Safety (Contractor drawings to clearly show these measures)	Tick when complete
2.5	<p><u>Site security:</u></p> <p>The site must be locked at all times when left unattended. The site boundary will be secured by hoarding along Long Street and heras fencing, elsewhere where no sufficient existing boundary is present. Temporary fencing must be erected around open excavations that are left unattended.</p> <p>All operatives and visitors will require a site induction. Operatives will be required to sign in and out daily. The principal contractor must ensure that no members of the public can access the site area.</p>	
2.6	<p><u>Site transport arrangements or vehicle movement restrictions:</u></p> <p>The principal contractor will be required to produce a site traffic management plan which will outline where offloading/loading of vehicles will take place, staging/waste storage areas.</p> <p>Delivery vehicles turning and/or reversing must be under the direction of a banksman at all times.</p>	
2.7	<p><u>Client Permit to Work systems:</u></p> <p>A permit to work system will be in operation at this site.</p>	
2.8	<p><u>Fire Precautions:</u></p> <p>Compliance with Joint Code of Practice 'Fire Prevention on Construction Sites'. Refer to 'Fire Safety in Construction' HSG168</p> <p>The principal contractor as part of their Emergency arrangements and produce a suitable Fire Safety Plan, which will include, evacuation procedures, fire extinguisher points etc. Once the bungalows are at first fix stage the principal contractor will also be required to develop a fire risk assessment for the site.</p>	
2.9	<p><u>Emergency Procedures and means of escape:</u></p> <p>To be clearly documented within the Principal Contractors Construction Phase Health and Safety Plan and to be communicated to the Client, including how the means of escape are kept clear</p> <p>Notices to be posted at appropriate locations onsite.</p>	
2.10	<p><u>No-go or prohibited areas:</u></p> <p>Operatives are only to use the site area and designated access routes.</p>	

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2.11	<u>Confined spaces:</u> Non applicable to this project.	
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2.12	<u>Smoking:</u> There is to be no smoking within the site area at any time.	
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2.13	<u>Additional clauses:</u> <ul style="list-style-type: none"> - The Principal Contractor will be expected to provide and display all relevant H&S signs, information, instructions and warnings. - Rubbish and waste handling storage and removal. - Prohibition of alcohol and drugs onsite (drugs unless prescribed) - Radios – prohibited. - Mobile phones are only to be used when safe to do so. - Control of any nuisance – dust/ waste. - Control of any noise nuisance – Comply with the recommendations of BS 5228-1, clause 9.3, noting the activities that surround the site and in the vicinity - Working hours are to be agreed with the Client prior to work commencing. - Waste management: <ul style="list-style-type: none"> - A Site Waste Management Plan will be required for this project. Waste transfer notes are to be kept for inclusion in the health and safety file. - A traffic management plan will be required this project. - There may be additional requirements placed upon the project through the project lifecycle. The Principal Contractor will be expected to liaise with the Principal Designer to ensure that the compliance with the CDM Regulations is maintained. 	
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2.14	<u>Specific Requirements of the Client:</u> Please see additional documentation from the client which must be completed and/or implemented within the Construction Phase Health and Safety Plan in advance of starting onsite. (<i>Appendix C</i>) While these may not be directly CDM-related it is appropriate to include in any submission to the Principal Designer (as they do relate to competence and compliance) to ensure information provided is of a consistent nature. No demolition or construction site machinery or plant shall be operated, no process shall be carried out and no demolition/construction-related deliveries taken at or dispatched from the site except between the hours 08:00 and 18.30 on Mondays to Fridays, between 08:00 and 13:00 on Saturdays and not at any time on Sundays, Bank or Public Holidays.	
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2.16	<p><u>Consultation & liaison</u></p> <p>The site manager is to update the Client and contract manager as agreed on the progress of the work to be carried out, with information on any safety implication which may affect the safety of the works.</p> <p>Site meetings will be arranged on a regular basis, times and dates to be determined.</p>	
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3	Environmental Restrictions and existing on site risks	
3a	Safety Hazards	Tick when complete
3.1	<p><u>Boundaries and access:</u></p> <p>The Principal Contractor shall note the access routes and consider how plant materials vehicles etc will access the site safely and without disruption to the environment and neighbouring properties. This will form part of the traffic management plan.</p> <p>Site fencing is to remain secured at all times and be subject to documented daily inspections. At all site entrance/ exit points emergency notices must be in place clearly describing the procedures and routes in the event of an emergency.</p> <p>The site manager must ensure the security of the site before it is left unattended.</p>	
3.2	<p><u>Restrictions on deliveries:</u></p> <p>Deliveries are to be arranged by the Site Manager.</p>	
3.3	<p><u>Adjacent land uses:</u></p> <p>Residential houses, Takeaway food premises and a construction site/housing development.</p>	
3.4	<p><u>Locations of existing services:</u></p> <p>Utilities drawings have been obtained and a services location survey has been undertaken (Appendix D). There is a live electrical substation, gas supplies and shared sewers on site. Prior to undertaking any intrusive works on site the survey information must be reviewed. All live services must be protected from accidental damage and marked. Prior to demolition all services to the building must be disconnected by competent contractors and disconnection certificates obtained.</p>	
3.5	<p><u>Ground Conditions:</u></p> <p>A geo environmental was undertaken by Enzygo geo environmental ref: CRM.1542.001.GE.R.001.A in April 2018. Prior to undertaking any intrusive works on site the information must be reviewed. The ground conditions were identified as comprising variable depths of Made Ground over firm becoming stiff clay. Groundwater was encountered at depths of between 1.82m and 2.12m bgl. The</p>	

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	strata is summarised below;																
	<table border="1"> <thead> <tr> <th>Strata</th> <th>Summary Description</th> <th>Thickness (m)</th> </tr> </thead> <tbody> <tr> <td>Made Ground.</td> <td>Tarmac over sandy gravel comprising brick, tarmac and concrete. Underlain by loose gravelly sand with brick and concrete.</td> <td>0.3</td> </tr> <tr> <td></td> <td>Brown sandy gravelly clay with occasional fragments of brick, concrete and ceramics.</td> <td>0.3 to 0.4</td> </tr> <tr> <td>Dyrham Formation.</td> <td>Firm becoming stiff with depth brown sandy clay.</td> <td>>2.7</td> </tr> <tr> <td>Groundwater.</td> <td>Not Encountered.</td> <td>N/A</td> </tr> </tbody> </table>	Strata	Summary Description	Thickness (m)	Made Ground.	Tarmac over sandy gravel comprising brick, tarmac and concrete. Underlain by loose gravelly sand with brick and concrete.	0.3		Brown sandy gravelly clay with occasional fragments of brick, concrete and ceramics.	0.3 to 0.4	Dyrham Formation.	Firm becoming stiff with depth brown sandy clay.	>2.7	Groundwater.	Not Encountered.	N/A	
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Dyrham Formation.	Firm becoming stiff with depth brown sandy clay.	>2.7															
Groundwater.	Not Encountered.	N/A															
3.6	<u>Information about existing structures</u> Drawings are available in Appendix D.																
3.7	<u>Previous structural modifications</u> Not applicable to this project.																
3.8	<u>Fire damaged structures</u> Not applicable to this project.																
3.9	<u>Difficulties relating to plant and equipment in premises</u> Deliveries and access requirements for larger plant or equipment will be required to be clearly considered and documented within the traffic management plan.																
3.10	<u>Health and Safety Information contained in earlier design</u> There is no Health and Safety File for previous works.																
3.11	<u>Temporary works</u> Will be undertaken in accordance with BS5975 : 2008 + A1: 2001 Code of Practice for Temporary Works . A Design, Method statements and risk assessments must be provided for all temporary works. Temporary works on this project will include the site hoarding/fencing, welfare, excavation support or formwork and any form of building support utilised during the demolition. scaffold, welfare and any proposed formwork.																

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3b	Health Hazards	Tick when complete																																																																																																								
3.12	<p><u>Asbestos</u></p> <p>A demolition Survey was undertaken by Smiths, 10/05/18 (RefJ000324). A copy of the report is included within Appendix D. Prior to undertaking any internal or external works on the building the information must be reviewed.</p> <p>Asbestos Containing Materials (ACMs) were identified during the survey within the building both internally and externally. The ACM's must be removed and disposed of as hazardous waste (in accordance with CAR 2012 & ACOP) prior to the demolition works by trained and competent contractors. Wastes are to be transported by a licensed handler and disposed of in a suitably licensed facility.</p> <p>Following asbestos removal works. If any potential asbestos is discovered work will cease immediately and only recommence when the material is either made safe or removed from site.</p> <p>A copy of the report is included within Appendix D and summarised below;</p> <table border="1"> <thead> <tr> <th>Page No.</th> <th>Insp. No.</th> <th>Item</th> <th>Material Location</th> <th>Asbestos Type</th> <th>Material Type</th> <th>Quantity</th> <th>Risk Assessment*</th> </tr> </thead> <tbody> <tr> <td>39</td> <td>27</td> <td>Vinyl Floor Tiles</td> <td>Kitchen G09</td> <td>Chrysotile</td> <td>Reinforced Composite</td> <td>6.5sqm</td> <td>Very Low</td> </tr> <tr> <td>41</td> <td>31</td> <td>Vinyl Floor Tiles</td> <td>Ladies W.C G11</td> <td>Chrysotile</td> <td>Reinforced Composite</td> <td>3.75sqm</td> <td>Very Low</td> </tr> <tr> <td>42</td> <td>33</td> <td>Vinyl Floor Tiles</td> <td>Gents W.C G12</td> <td>Chrysotile</td> <td>Reinforced Composite</td> <td>4sqm</td> <td>Very Low</td> </tr> <tr> <td>43</td> <td>36</td> <td>Textured Coating</td> <td>Rear Corridor/Exit Lobby G13</td> <td>Chrysotile</td> <td>Textured Coating</td> <td>8sqm</td> <td>Very Low</td> </tr> <tr> <td>44</td> <td>37</td> <td>Flashguards</td> <td>Switch Cupboard G14</td> <td>Chrysotile</td> <td>Asbestos Textiles/Paper</td> <td>Numerous</td> <td>Low</td> </tr> <tr> <td>44</td> <td>38</td> <td>Textured Coating</td> <td>Switch Cupboard G14</td> <td>Chrysotile</td> <td>Textured Coating</td> <td>1sqm</td> <td>Very Low</td> </tr> <tr> <td>45</td> <td>39</td> <td>Textured Coating</td> <td>Rear Corridor G15</td> <td>Chrysotile</td> <td>Textured Coating</td> <td>12sqm</td> <td>Very Low</td> </tr> <tr> <td>46</td> <td>41</td> <td>Textured Coating</td> <td>Store G16</td> <td>Chrysotile</td> <td>Textured Coating</td> <td>27sqm</td> <td>Very Low</td> </tr> <tr> <td>46</td> <td>42</td> <td>Textured Coating</td> <td>Store G18</td> <td>Chrysotile</td> <td>Textured Coating</td> <td>11.5sqm</td> <td>Very Low</td> </tr> <tr> <td>52</td> <td>54</td> <td>Undercloaking</td> <td>Exterior Garage Roof</td> <td>Chrysotile</td> <td>Asbestos Cement</td> <td>10 lm</td> <td>Very Low</td> </tr> <tr> <td>53</td> <td>55</td> <td>Undercloaking</td> <td>Exterior Main Building</td> <td>Chrysotile</td> <td>Asbestos Cement</td> <td>24 lm</td> <td>Very Low</td> </tr> <tr> <td>55</td> <td>60</td> <td>Textured Coating</td> <td>Garage G20 Ceiling</td> <td>Chrysotile</td> <td>Textured Coating</td> <td>55sqm</td> <td>Very Low</td> </tr> </tbody> </table>	Page No.	Insp. No.	Item	Material Location	Asbestos Type	Material Type	Quantity	Risk Assessment*	39	27	Vinyl Floor Tiles	Kitchen G09	Chrysotile	Reinforced Composite	6.5sqm	Very Low	41	31	Vinyl Floor Tiles	Ladies W.C G11	Chrysotile	Reinforced Composite	3.75sqm	Very Low	42	33	Vinyl Floor Tiles	Gents W.C G12	Chrysotile	Reinforced Composite	4sqm	Very Low	43	36	Textured Coating	Rear Corridor/Exit Lobby G13	Chrysotile	Textured Coating	8sqm	Very Low	44	37	Flashguards	Switch Cupboard G14	Chrysotile	Asbestos Textiles/Paper	Numerous	Low	44	38	Textured Coating	Switch Cupboard G14	Chrysotile	Textured Coating	1sqm	Very Low	45	39	Textured Coating	Rear Corridor G15	Chrysotile	Textured Coating	12sqm	Very Low	46	41	Textured Coating	Store G16	Chrysotile	Textured Coating	27sqm	Very Low	46	42	Textured Coating	Store G18	Chrysotile	Textured Coating	11.5sqm	Very Low	52	54	Undercloaking	Exterior Garage Roof	Chrysotile	Asbestos Cement	10 lm	Very Low	53	55	Undercloaking	Exterior Main Building	Chrysotile	Asbestos Cement	24 lm	Very Low	55	60	Textured Coating	Garage G20 Ceiling	Chrysotile	Textured Coating	55sqm	Very Low	
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3.13	<p><u>Existing storage of hazardous materials:</u> Not applicable</p>																																																																																	
3.14	<p><u>Contaminated land:</u> A geo environmental was undertaken by Enzygo geo environmental ref: CRM.1542.001.GE.R.001.A, in April 2018. A copy of the report is included in Appendix D. Prior to undertaking any intrusive works on site the information must be reviewed.</p> <p>A Tier I risk assessment has been undertaken using available and current screening values for human health and where appropriate controlled waters. The soil quality analysis shows exceedances of the GAC values. For Polycyclic Aromatic Hydrocarbons (PAH) from Made Ground in Borehole WS4 only. These soils have inclusions of tarmac which is likely to be the source of the PAH. Asbestos has not been encountered in any of the samples. A summary of the report is included below;</p>																																																																																	

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Source	Location	Exposure Pathway	Potential Receptor	Probability of Exposure	Details
Human Health					
PAH	Made Ground in Borehole WS4.	Ingestion dermal and inhalation	Construction Workers.	Dismissed.	Normal construction PPE will address risk under CDM.
			Site users.	Negligible.	Addressed through development.
Asbestos, hydrocarbons and metals.	Potential Made Ground and former Rope Works.	Ingestion dermal and inhalation.	Construction Workers.	Dismissed.	Normal construction PPE will address risk under CDM.
			Site users.	Negligible.	Development comprises hardstanding which will break potential contaminant linkage.
Hydrocarbon and metals.	Migration from off-site sources.	Ingestion dermal and inhalation.	Construction Workers.	Dismissed.	Development comprises hardstanding which will break potential contaminant linkage.
			Site users.		
Ground Gas.	Historic Landfills.	Inhalation & Explosive.	Construction Workers.	Dismissed.	No confined space so no receptor.
	Potential Made Ground.		Site users.		
			Construction Workers.		
			Site users.		
Groundwater					
Hydrocarbon and metals.	Potential spillage on site.	Vertical Migration.	Groundwater.	Dismissed.	Clay Soils.
Surface Water					
Hydrocarbon and metals.	Potential spillage on site.	Horizontal Migration.	River Network.	Dismissed.	Clay Soils.
Environmental Receptors					
On site contaminants	Ingestion dermal and inhalation.	Ecology.	Dismissed.	No sensitive ecology designation.	
		Direct.	Archaeology.	Dismissed.	None present.
		Direct.	Geology.	Dismissed.	None present.
		Phytotoxic.	Woodland.	Dismissed.	No receptor.
		Phytotoxic.	Crops.	Dismissed.	No receptor.
		Ingestion dermal and inhalation.	Livestock.	Dismissed.	No source identified.
Building Services					
On site contaminants	Direct.	Historic Buildings.	Dismissed.	No receptors	
	Direct.	Proposed Buildings.	Dismissed.	No source identified.	
	Permeate into pipework.	Water Pipes.	Dismissed.	No receptor	
3.16	<u>Existing structures containing hazardous materials:</u> See 3.12				
3.17	<u>Health risks arising from client activities:</u> Not applicable to this project.				

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4	Significant Design and Construction Hazards	Tick when complete
4.1	<p><u>Significant Design assumptions:</u></p> <p>Refer to the Designer Risk Information on the drawings included within the tender pack (<i>Appendix G</i>)</p>	
4.2	<p><u>Arrangements for the co-ordination of ongoing design work:</u></p> <p>Designers and Principal Contractor will review all H&S issues and notify all persons affected prior to commencement of relevant work</p>	
4.3	<p><u>Information on significant risks identified during design:</u></p> <p>Refer to the Designer Drawings and following Risk Registers and Hazard Information</p> <p>Issues identified to date include:</p> <ul style="list-style-type: none"> a. working at height b. demolition c. excavation works d. noise and dust e. traffic management f. access and egress g. asbestos h. live services (electrical, gas and live sewer) i. manual handling j. the movement of plant and lorries; k. protection of the public along the footpaths bounding the site (Long Street). protection of adjacent structures and properties during demolition <p>Competent Principal Contractors will be expected to liaise with the Design Team and manage such risks and include arrangements within their ongoing Construction Phase Health and Safety Plan.</p>	
4.4	<p><u>Materials Requiring particular precautions:</u></p> <p>A number of materials are potentially hazardous, but these are in common use in the construction industry and competent contractors will be aware of the safe method of their handling, use and storage. Asbestos Containing Materials (ACMs) were identified during the survey within the building both internally and externally. The ACM's must be removed and disposed of as hazardous waste (in accordance with CAR 2012 & ACOP) prior to the demolition works by trained and competent contractors.</p> <p>The Contractor will be expected to demonstrate safe working practices for the handling, storage and removal of materials.</p>	

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5	The Health and Safety File	Tick when complete
5.1	<p><u>Preparation and format:</u></p> <p>The Health and Safety File shall be prepared by the Principal Designer, with input from the Principal Contractors and designers. Once complete the File is to be submitted to the Client.</p> <p>The format will be finalised but it will comply with the requirements of Appendix 4 of L153. The Principal Contractor will be expected to ensure that he provides all the information necessary for the Principal Designer to meet these requirements.</p>	

APPENDIX A

To Follow - Copy of F10 notification.

APPENDIX B

Designers risk assessment

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Safety Risk Register

The Design

The following are areas of significant hazards identified during the design element:

Significant Risks in Construction	Hazard	Control	Owner: P.C or Contractor
Site Set-up	Unauthorised access to work area,	Access/Egress to works area & site to be controlled. Erection of Hoarding to be controlled to negate all hazards to road users and neighbours. Communication with all neighbours. Services location to be undertaken prior to any intrusive works. Banksman to be used for all operations.	P.C
Demolition of Building	Collapse, ground stability. Working at Height, Asbestos, Soft stripping, Dust, Sharps, Manual Handling, Electrocutation Damage to underground services and adjacent properties	Works to be undertaken by demolition specialist to BS 6187. Operator protected demolition 360 excavator. Demolition plan, works zoning and exclusion zones, RAMS, COSHH. Designed and planned demolition methodology (Demolition MS & RA), Asbestos removal by licensed contractor by trained and competent operatives. Temporary works design, Service disconnections, utility plans, service location, Cordoned controlled work area, demolition operative competence, trained operatives, banksman, traffic management plan.	P.C
Vehicular Movement	Deliveries/Contractors vehicles entering site	Traffic management plan. Deliveries will be arranged Outside of busy times (9.00-9.30 am, 3.00-3.30 pm) as required. All delivery drivers will be required to report to the site office for further instructions.	P.C
Risks to members of the public	Unauthorised access to site	Traffic management plan. Site will be fenced and signs displayed. All visitors will be accompanied by the Site Manager or a supervisor. All operatives and visitors are to sign in and out of site.	P.C.

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Site Plant and Traffic	Vehicles entering and exiting the site, striking site workers, pedestrians and members of the public	Operator competence, trained banksman, traffic management plan, designated routes, pedestrian segregation.	P.C
Work at Height	Falls of materials and/or personnel	Safe access will be provided to all work areas. Competent, trained personnel only to work at height. Risk assessments and method statements to be in place and approved. All equipment to be inspected, checked and maintained prior to and during use.	P.C & Contractors
Overhead Work	Falls of materials and/or personnel	Suitable protection to be provided for protection from overhead for workers and users of pedestrian footpaths at site boundaries for the duration of works.	P.C
Manual Handling	Dropping materials, Crush injuries, Musculoskeletal damage. Strains, abrasions, crush injuries	Mechanical handling if practicable. Trained operatives. Break sections down to a more manageable size. Approved lifting techniques to be used, manual handling training evidence required	P.C & Contractor
Slips/Trips/Falls	Slip/Trip/Fall causing injury	Monitor housekeeping on a daily basis, maintain all routes of access/egress. Suspend or tape down trailing leads.	P.C & Contractor
Work on live services	Live service risk, electric shock etc.	All works to be undertaken by competent contractors working with approved R.A/M.S.	P.C & Contractor
Contact with live services	Electric shock causing death or serious injury. Damage to existing services resulting in loss of supplies.	Identify where all existing services are located. Protect and mark where necessary. Safe digging techniques must be employed.	P.C & Contractor
Protection of existing structures	Accidental damage	All existing structures i.e roads, boundaries, buildings and structures that may be affected by the works will be protected. A condition survey must be undertaken prior to site set up.	P.C & Contractor

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Grinding/Cutting	Risk of fire Eye Injuries	Trained and competent operatives. Wear appropriate eye protection as required for the equipment.	P.C & Contractor
Operation of Telehandlers	Contact with other vehicles, structures or persons	Only authorised, trained and competent persons to operate.	P.C & Contractor

Significant Risks in Construction	Hazard	Control	Owner: P.C or Contractor
Public Safety			
Unauthorised Access	Unauthorised/Non-inducted personnel entering site.	Access/Egress to works area & site to be controlled. All access to work at height to be removed when site left unattended	P.C
Vehicular Movement	Deliveries/Contractors vehicles entering site	Traffic management plan. There is a school on Hope Orchard as well as residential properties. Deliveries will be arranged Outside of busy times (9.00-9.30 am, 3.00-3.30 pm) as required. All delivery drivers will be required to report to the site office for further instructions.	P.C
Risks to members of the public	Unauthorised access to site	Traffic management plan. Site will be fenced and signs displayed. All visitors will be accompanied by the Site Manager or a supervisor. All operatives and visitors are to sign in and out of site.	P.C.
Risks to operatives and others on site	Contact with moving vehicles and plant machinery	Traffic management plan. All delivery vehicles entering and leaving site must be under the direction of a banksman. Plant machinery to operate in protected area.	P.C.
Risks to Client	Being affected by work carried out by contractors.	Traffic management plan. Segregate work areas. Erect warning signs. Provide information and liaise with the client.	P.C.

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Significant Risks in Construction	Hazard	Control	Owner: P.C or Contractor
Environmental			
Noise	Breaking, Drilling, hammering	Ear protection. Consideration to neighbours and the general public. This project is not considered to generate unacceptable levels of noise.	P.C & Contractor
Vibration	Drilling, hammering	All tools and equipment used will be selected for low vibration where possible. Suitable PPE (gloves) will be worn by operatives	P.C & Contractor
Dust – Silica, Asbestos, Leaded Paint	Demolition, Cutting, drilling, sweeping	Asbestos removal prior to demolition. Cutting breaking up of blocks, bricks to use water suppression if practicable to do so. Operatives to use dust masks (FFP3). Face fit testing required.	P.C & Contractor
Site mud and debris	Grange Road	Wash off wheels with hose. Sweep up debris and mud from road immediately.	P.C
Waste Disposal	Removal of debris	Muck away, other wastes deposited in skips by licensed contractors. Contractors will recycle as much waste as is practicable.	P.C & Contractor
Contamination of soil or hard standing	Spillage of fuels	Use double banded fuel tank Provide spill kits. Refuel on hard standing areas.	P.C
Weil's Disease, Leptospirosis	Contact/ Ingestion with rat urine	Infection arises through cuts, abrasions and through the eyes and the lining of the nose and mouth. Always wash your hands before eating, drinking or smoking. Cover cuts and broken skin with waterproof plasters. If you are working with parts of your body immersed in water wear waterproof protective clothing. Never touch dead rodents with bare hands.	P.C

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Significant Risks in Construction	Hazard	Control	Owner: P.C or Contractor
Buried/Hidden Services			
Gas	Damage to pipes with risk of fire and explosion	Location of services, isolations and disconnections to be confirmed prior to starting works and Isolated at boundary of work area prior to demolition	P.C & Contractor
Electricity	Possible damage when drilling into walls /floors /ceilings	Client to advise on locations. Location of services to be confirmed prior to starting works and Isolated at boundary of work area prior to demolition	P.C & Contractor
Telephone/Data	Possible damage when drilling into walls/floors/ceiling	Client to advice on locations. Location of services to be confirmed prior to starting works and Isolated at boundary of work area prior to demolition	P.C & Contractor
Water	Possible damage when drilling into walls/floors/ceiling	Client to advice on locations. Location of services to be confirmed prior to starting works and Isolated at boundary of work area prior to demolition	P.C & Contractor

COSHH			
Significant risks - Materials	Hazard	Control	Owner: P.C or Contractor
Sewage	Cuts/open wounds, Ingestion, inhalation	PPE, personal hygiene	PC & Contractors
Crystalline Silica	Inhalation	Dust suppression, masks, face fit testing	
Silicones	Skin & eye contact	PPE	P.C & Contractor
Cement	Dermal contact, eyes, inhalation	PPE	P.C & Contractor
Adhesives, solvent, Isocyanates	Toxic fumes, contact with skin, eyes	Keep area well ventilated, wear appropriate PPE. Carry out COSHH assessment.	P.C & Contractor
Wood & MDF Dusts	Skin & eye contact	PPE	P.C & Contractor
Mastics	Toxic fumes, contact with skin, eyes	Keep area well ventilated, wear appropriate PPE. Carry out COSHH assessment.	P.C & Contractor

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Emergency Services			
Hazard/Risk	Description	Control	Owner (P.C, Contractor or Client)
Fire Risk on-site	Risk of fire due to Hot-Works or electricity shorts. Contact with underground services.	Method Statements to be submitted for demolition and ground works. Fire risk assessment.	P.C
Fire Risk to adjacent areas	Risk of fire due to Hot-Works or electricity shorts	Vigilance discuss activities with adjacent property owners	Client & P.C
Fire Exit routes blocked	Badly stored materials and equipment. Accumulation of debris.	All fire escape routes to be kept clear at all times, daily inspection.	P.C & Contractor
Access routes obstructed	Materials/debris blocking routes	No materials or waste to be stored in areas other than those designated.	P.C & Contractor
Emergency Exit Routes	Not clearly marked	Fire Plan to be reviewed and amended as necessary. Signs to be displayed marking all exit routes.	P.C.
Operatives not complying with emergency procedures	Insufficient Information	Site inductions to be given to all operatives working on site and a record kept. Notices to be displayed in the welfare facility.	P.C.

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APPENDIX A

Not Applicable (F10 notification)

APPENDIX B

CDM Competency Checklist (to follow)

APPENDIX C

Client specific requirements and H&S documentation (outline Specification) (to Follow)

APPENDIX D

Drawings

Surveys

APPENDIX E

Draft Programme (to follow)

APPENDIX F

Project Directory (to follow)

NOTE:

Other Site Information is:

- available from the Client
- available from the Design Team

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Not Applicable

Appendix A – F10 Notification

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Appendix B – CDM Competency Checklist

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Appendix C – Client specific requirements

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Appendix D – Drawings & Surveys

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Appendix E – Programme

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Appendix F - Project Directory

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